



**Mackenzie Valley Land and Water Board**  
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## **Application/Information Review Policy**

### MVLWB Policy on Review Comments/Information Submission Deadline

#### **Background:**

It is the Mackenzie Valley Land and Water Board's (the Board) endeavour that its decisions are inclusive, transparent, fair, and are based on rigorous technical and scientific information. The technical, scientific and traditional information and knowledge provided by review agencies/ organizations helps the Board make better informed and technically sound decisions.

The Board, however, cannot perform its regulatory obligations if the reviewers provide comments or information after the submission deadlines. Late submission of reviewers' comments not only creates situations where the Board is not provided with full and timely information for decision making but it also raises issues of procedural fairness.

#### **Purpose:**

The purpose of this policy is to provide a set of guidelines with regard to submission of review comments by the review agencies/organizations as per the procedures of the Board for review of the information/application without hampering the Board's regulatory obligations to make its decisions in time.

This policy is applicable only to pre-hearing information reviewed by various agencies or organizations. The policy does not apply to any review by the Board or to information during public hearings.

#### **Policy:**

The following policy guidelines with regard to receiving review comments from various review agencies or organizations will be used by the Board staff:

1. The staff of the Board will provide the review agencies/organizations specific time for review of the application/information;
2. Comments received after the review deadline will not be considered unless a written request for extension (of the review deadline) has been received from the review agency/organization and approved in writing by the Board staff prior to the review deadline. Comments and/or information provided after the submission deadline will not be considered as part of the information and evidence for the Board's decision-making; however, any relevant information or comments provided after the submission deadline will be placed on the public registry;

3. Review extensions may be granted based on unforeseen and unavoidable circumstances, acceptable to the Board staff; however, ongoing capacity issues within a review agency/ organization will not be acceptable as a reason for an extension of the review deadline; and,
4. This policy applies to all review agencies/organizations that may receive an application and/or information for review from the Board.

For questions on this or any other Board policy or guideline, please contact:

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